



SACHI A. HAMAI
Interim Chief Executive Officer

County of Los Angeles
CHIEF EXECUTIVE OFFICE

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"To Enrich Lives Through Effective And Caring Service"

Board of Supervisors
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Fifth District

April 14, 2015

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

DEPARTMENT OF HEALTH SERVICES:
HARBOR-UCLA MEDICAL CENTER MOBILE MRI IMPROVEMENT PROJECT
ESTABLISH CAPITAL PROJECT
APPROVE PROJECT BUDGET AND RELATED APPROPRIATION ADJUSTMENT
CAPITAL PROJECT NO. 87283
(SECOND DISTRICT)
(4 VOTES)

SUBJECT

Establish Capital Project No. 87283 for the Harbor-UCLA Medical Center Mobile Magnetic Resonance Imaging (MRI) Improvement Project; approve Project budget, appropriation adjustment, and authorize the Department of Health Services and Internal Services Department to deliver the Project using a Job Order Contract previously approved by the Board.

IT IS RECOMMENDED THAT THE BOARD:

1. Find that the proposed Harbor-UCLA Medical Center Mobile MRI Improvement Project is categorically exempt under the California Environmental Quality Act for reasons stated herein and in the record for the Project.
2. Establish and approve Capital Project No. 87283 for Harbor-UCLA Medical Center Mobile MRI Improvement Project with a total estimated Project budget of \$200,000.
3. Approve an appropriation adjustment to reallocate \$200,000 from MetroCare Network Enterprise Fund (Harbor-UCLA Medical Center) operating budget to Capital Project No. 87283 to fully fund this Project.

4. Authorize the Department of Health Services and Internal Services Department to implement the Project using a Board-approved Job Order Contract.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of the recommended actions will authorize the Department of Health Services (DHS) and Internal Services Department (ISD) to deliver the Harbor-UCLA Medical Center (Harbor) Mobile MRI Improvement Project (Project) using a Board-approved Job Order Contract (JOC).

Currently, inpatients at Harbor who require MRI services need to be transported back and forth, via ambulance, from the hospital facility, to the Imaging Center building, located on the west end of the campus.

The proposed Project will modify the existing utility connections, within the loading dock area of the Surgery Emergency (SE) Department Building, consisting of power, data and telephone, and will also include the installation of a new automatic door within the SE Department Building.

These improvements will allow Harbor to relocate an existing MRI mobile unit from the existing Imaging Facility, located on the west end of the campus, to the loading dock area of the SE Department Building, improving access to inpatients within the hospital. The relocation of the mobile unit to this new location will improve patient flow, resulting in both improved operations and overall patient experience.

The proposed modification of the utility connections and installation of the new automatic door will be completed by ISD using a previously Board-approved JOC, with management support from the DHS Capital Projects Division.

The existing mobile MRI unit will be relocated from the current Imaging Center to the new location, by the hospital's imaging service vendor, InSight Health Corp., once the proposed improvements are completed.

Planning documents have been approved by the Office of Statewide Health Planning and Development (OSHPD) and final bids have been obtained from ISD specifically for this Project.

The proposed Project is anticipated to be completed approximately within six months following Board approval of the recommended actions.

Green Building/Sustainable Design Program

The proposed Project will support the Board's Policy for Green Building/Sustainable Design Program by decreasing the reliance on fossil fuels, as well as to the extent feasible using energy efficiency utility systems.

Implementation of Strategic Plan Goals

The recommended actions will support Operational Effectiveness/Fiscal Sustainability (Goal 1); Community Support and Responsiveness (Goal 2); and Integrated Services Delivery (Goal 3) of the County's updated Strategic Plan, by ensuring reliable availability of medical services and public safety to the community.

FISCAL IMPACT/FINANCING

The total estimated Project cost is \$200,000, including improvement work, change order allowance, inspection fees, and ISD overhead. Approval of the attached appropriation adjustment (Attachment I) will reallocate \$200,000 from MetroCare Network Enterprise Fund (Harbor-UCLA Medical Center) operating budget to Capital Project No. 87283 to provide sufficient appropriation in the Fiscal Year 2014-15 Capital Projects/Refurbishment Budget to fully fund the Project. The proposed Project Schedule and Budget Summary are included in Attachment II.

Operating Budget Impact

This project will not have an impact to DHS's operational budget.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

In accordance with the Board's Civic Art Policy adopted on December 7, 2004 and amended on December 15, 2009, civic art fees do not apply to the proposed Project (Capital Project No. 87283) as the eligible project cost is less than \$500,000.

ENVIRONMENTAL DOCUMENTATION

The proposed Project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA). The Project consists of minor alteration and replacement of existing facilities and utility connections and, therefore, is within a class of projects that has been determined not to have a significant effect on the environment in that it meets the criteria of Section 15301(a) of the CEQA Guidelines and the revised County of Los Angeles Environmental Document Reporting Procedures and Guidelines and Class 1(d) adopted by the Board on November 17, 1987. In addition, the Project is not in a sensitive environment, and there are no cumulative impacts, unusual circumstances, or other limiting factors that would make the exemption inapplicable based on the project records.

CONTRACTING PROCESS

The proposed Project will be accomplished by ISD using a Board-approved JOC.

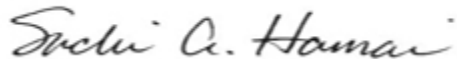
IMPACT ON CURRENT SERVICES (OR PROJECTS)

This Project will not have an adverse impact on current services.

CONCLUSION

Please return one adopted copy of the Board letter to the Chief Executive Office, Capital Programs Division; Internal Services Department; and Department of Health Services, Capital Projects Division.

Respectfully submitted,

A handwritten signature in cursive script that reads "Sachi A. Hamai".

SACHI A. HAMAI

Interim Chief Executive Officer

SAH:TT:BMB

FC:SG:zu

Enclosures

c: Executive Office, Board of Supervisors
County Counsel
Internal Services
Health Services

**DEPARTMENT OF HEALTH SERVICES:
HARBOR-UCLA MEDICAL CENTER MOBILE MRI IMPROVEMENT PROJECT
ESTABLISH CAPITAL PROJECT
APPROVE PROJECT BUDGET AND RELATED APPROPRIATION ADJUSTMENT
(CAPITAL PROJECT NO. 87283)**

**APPROPRIATION ADJUSTMENT
(see attached)**

COUNTY OF LOS ANGELES

REQUEST FOR APPROPRIATION ADJUSTMENT

DEPT'S.
NO. 060

DEPARTMENT OF CHIEF EXECUTIVE OFFICE

March 13, 2015

AUDITOR-CONTROLLER:

THE FOLLOWING APPROPRIATION ADJUSTMENT IS DEEMED NECESSARY BY THIS DEPARTMENT. PLEASE CONFIRM THE ACCOUNTING ENTRIES AND AVAILABLE BALANCES AND FORWARD TO THE CHIEF EXECUTIVE OFFICER FOR HIS RECOMMENDATION OR ACTION.

ADJUSTMENT REQUESTED AND REASONS THEREFOR

FY 2014-15

4 - VOTES

SOURCESUSES

BA DETAIL - SEE ATTACHMENT PAGE 1.

BA DETAIL - SEE ATTACHMENT PAGE 1.

SOURCES TOTAL: \$ 400,000

USES TOTAL: \$ 400,000

JUSTIFICATION

This budget adjustment is necessary to establish and fully fund the Harbor-UCLA Medical Center Mobile MRI Improvement Project from MetroCare Network Enterprise Fund (Harbor-UCLA Medical Center) operating budget.

AUTHORIZED SIGNATURE

BOARD OF SUPERVISOR'S APPROVAL (AS REQUESTED/REVISED)

REFERRED TO THE CHIEF
EXECUTIVE OFFICER FOR ---☐ ACTION☒ RECOMMENDATION

AUDITOR-CONTROLLER

BY

B.A. NO. 182

March 31 2015

☒ APPROVED AS REQUESTED☐ APPROVED AS REVISED

CHIEF EXECUTIVE OFFICER

BY

March 31 2015

4-VOTE

USES:

DEPARTMENT OF HEALTH SERVICES:
HARBOR-UCLA MEDICAL CENTER MOBILE MRI IMPROVEMENT PROJECT
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I. PROJECT SCHEDULE

<u>Project Activity</u>	<u>Scheduled Completion Date</u>
Complete Construction Documents	Completed
Jurisdictional Approvals	Completed
Award Construction Contract	April 2015
Substantial Completion	September 2015
Project Acceptance	October 2015

II. BUDGET SUMMARY

<u>Budget Category</u>	<u>Proposed Budget</u>
Plans & Specifications (Completed)	\$0
Construction	\$128,000
Change Order Allowance	\$15,000
Permit/Inspection	\$7,000
Miscellaneous/Contingency	\$5,000
County Services	\$45,000
Total Project Cost	\$200,000